



Notice of a Public Hearing

City of Manistee Planning Commission
Ludington Storage LLC Special Use Permit Application

The City of Manistee Planning Commission will hold a Public Hearing in the Council Chambers, City Hall, 70 Maple Street, Manistee, Michigan to consider a request from:

NAME(S):

Ludington Storage LLC

LOCATION OF REQUEST:

294 12th Street, City of Manistee, MI 49660

ACTION REQUESTED:

Ludington Storage LLC is requesting a Special Use Permit for business related to Self-Storage addition.

DATE/TIME OF HEARING:

Thursday, September 5, 2019 at 7:00 pm.

Interested parties are welcome to attend the hearing or may submit written comments with signatures to:
Kyle Storey, Zoning Administrator, City of Manistee, 395 Third Street, Manistee MI 49660. (231) 398-3576.

A copy of the application is available for review on the City of Manistee Web Page www.manisteemi.gov or at City Hall.



Planning & Zoning
395 Third Street
Manistee, MI 49660
231.723.6041 (phone)
231.398.3526 (fax)

Special Use Permit Application

A Detailed Site Plan is required for all Special Uses

Please Print

Submission of Application		
<p><i>Applications must be submitted 30 days prior to the meeting for review for completeness.</i> Applications shall be submitted through the Zoning Administrator to the Planning Commission. Each application shall be accompanied by the payment of a fee \$750.00 and any applicant escrow payments as required by Section 2701 and in accordance with the schedule of fees adopted by the City Council to cover the costs of processing the application. An application shall be submitted to the Zoning Administrator on a Special Use application form. A Special Use application shall be placed on the agenda of the Planning Commission by the Zoning Administrator within thirty (30) days of the submission of a complete application prepared in accordance with this Zoning Ordinance. An application, which is incomplete or otherwise not in compliance with this Ordinance, shall be returned to the applicant. No application shall be processed until properly prepared and submitted and all required fees and escrow payments paid in full.</p>		
Property Information		
Address: 294 12th Street, City of Manistee		Parcel # 51-673-001-00
Applicant Information		
Name of Owner or Lessee: Ludington Storage, LLC		
Address: 5150 West Woodrow Road, Shelby, MI 49455		5450 W. Shelby Rd
Phone #: (616) 499-5054	Cell#: (231) 206-2743	e-mail: joehayes@maplewoodhomes.com
Name of Agent (if applicable): TBD		
Address:		
Phone #:	Cell#:	e-mail:
Data Required/Project Information		
Land Area: 5.76 acres		Zoning Classification: C-1
Present/proposed Land Use: Self Storage /Warehouse		
Attach a Detailed Narrative for the following		
<input checked="" type="checkbox"/>	A letter or signed narrative describing in detail the proposed special use and detailing why the location selected is appropriate.	
<input checked="" type="checkbox"/>	Applicant's statement of the expected effect of the special use on emergency service requirements, schools, storm water systems, sanitary sewer facilities, automobile and truck circulation patterns, and local traffic volumes.	
<input checked="" type="checkbox"/>	Any additional material information necessary to consider the impact of the project upon adjacent properties and the general public as may be required by this ordinance, by the City Zoning Administrator or the Planning Commission; including, but not limited to, measures which will be undertaken to control soil erosion, shoreline protection, excessive noise, or adverse impacts of the development on the surrounding properties; elevations on all buildings, including accessory buildings; and, an environmental assessment.	
<input checked="" type="checkbox"/>	Supporting statements, evidence, data, information and exhibits that address the standards and requirements for assessing Special Use permit applications as provided in Section 1802.	

Additional Information		
Any additional information deemed necessary for the Planning Commission to determine the impact of the proposed Special Use on the adjacent properties, public infrastructure, and community as a whole. Such information may take the form of, but is not limited to, a traffic impact analysis as required by Section 2203, E, 2 , an environmental assessment as required by Section 2203, E, 1 , a market study as required by Section 2203, E, 3 , or reports and/or testimony by officials representing state, county or local departments of public safety (police and fire), health, highways or roads, and/or environment.		
Special Use review procedures. An application for Special Use Approval shall be processed in accordance with Section 1801.C .		
Issuance of a Special Use permit. Special Use Permits shall be issued in accordance with Section 1801.D .		
Appeals. No decision or condition related to a Special Use application shall be appealed to the Zoning Board of Appeals. An appeal of a Special Use decision or condition may be taken to Circuit Court.		
Duration of Approval. The Special Use permit shall become effective upon Planning Commission approval and in accordance with Section 1801.F .		
Amendments. Amendments to Special Use permits shall be handled in the same manner as the initial Special Use permit application. Minor non-substantive changes to a site plan in accordance with Section 2208 may be made to an existing Special Use permit with the approval of the Zoning Administrator.		
Transfers. Transfers shall be handled in accordance with Section 1801.H .		
Expiration. A Special Use permit shall be valid for as long as the approved use continues in accordance with the terms and conditions of the approved permit. The Special Use permit will expire on the occurrence of one or more of the following conditions: <ol style="list-style-type: none"> 1. If replaced or superseded by a subsequent permitted use or Special Use permit. 2. If the applicant requests the rescinding of the Special Use permit. 3. If a condition of approval included stipulation to expire the Special Use permit by a certain date. 4. If the use is abandoned, moved or vacated for a period of one year. 		
Violations. Violations shall be handled in accordance with Section 1801.J .		
Authorization		
CERTIFICATION AND AFFIDAVIT: The undersigned affirm(s) that he/she/they is/are the <input type="checkbox"/> owner, <input type="checkbox"/> leasee, <input type="checkbox"/> owner's representative, <input type="checkbox"/> contractor involved in the application; and that the information included in this application is correct. Further, if the request is approved, the applicant will comply with all of the requirements of the City of Manistee Zoning Ordinance and certifies that measures proposed to mitigate adverse impacts will be completed in a timely fashion. The undersigned, by signing the Application, agrees to pay any and all fees and escrow payments in full as provided in Article 27 .		
Signature: _____	Date: <u>6/24/19</u>	
Signature: _____	Date: _____	
<i>If applicant is Incorporated or a Limited Liability Corporation a copy of the Articles of Incorporation are to be submitted with application.</i>		
<input type="checkbox"/> By checking this box permission is given for Planning Commission Members to make a site inspection if desired.		
<input type="checkbox"/> Yes <input type="checkbox"/> No Please indicate if the applicant will be tax exempt, applying and/or eligible for tax abatements, credits or deferments for this proposed project. If Yes, explain:		
Office Use Only		
Fee: <input type="checkbox"/> \$750.00 <input type="checkbox"/> \$ _____	Escrow Payment	Receipt #
Date Received:	Hearing Date:	PC -

Applicant:		
Submission Guidelines		
Detailed site plan shall include twelve (12) copies of all required information including any documents rendered in color and a digital PDF of the Site Plan shall be forwarded to the Planning and Zoning Department. Unless specifically waived by the Zoning Administrator the site plan shall be prepared by an Engineer, Architect, Landscape Architect or Surveyor licensed to work in Michigan and shall include and illustrate at a minimum the following information:		
Waived Initials	Included	Detailed Site Plan Requirements
	<input checked="" type="checkbox"/>	The site plan shall be prepared by an Engineer, Architect, Landscape Architect or Surveyor licensed to work in Michigan
	<input checked="" type="checkbox"/>	A scale drawing of the site and proposed development thereon, including the date, name, address and professional seal of the preparer. In no instance shall the scale of the drawing be greater than one-inch equals 20 feet nor less than one-inch equals 200 feet. One copy shall be submitted in a photo-reduced form on 17" x 11" paper. 1" = 30', 24" x 36"
	<input checked="" type="checkbox"/>	The scale of the drawing and north arrow
	<input checked="" type="checkbox"/>	A vicinity map illustrating the property in relation to the surrounding street system.
	<input checked="" type="checkbox"/>	Topography of the site and its relationship to adjoining land illustrated at 2-foot contours and including an area extending 100 feet from the parcel boundary.
	<input checked="" type="checkbox"/>	Existing man-made features, including buildings, fences, landscaping, parking, screening and the locations, heights and footprint of each.
	<input checked="" type="checkbox"/>	Illustration of all proposed improvements and buildings, fences, landscaping, parking and screening, including location, height, footprint of each.
	<input checked="" type="checkbox"/>	Setback lines and their dimensions.
	<input checked="" type="checkbox"/>	Percentage of land covered by buildings and impervious surfaces and that reserved for open space.
	<input type="checkbox"/>	Dwelling unit density where pertinent; including a density schedule demonstrating number of each dwelling type, if applicable. N/A
	<input checked="" type="checkbox"/>	Project phasing, if applicable. N/A
	<input checked="" type="checkbox"/>	Location of public and private rights-of-way and easements contiguous to and within the proposed development which are planned to be continued, created, relocated or abandoned, including grades and types of construction of those upon the site.
	<input checked="" type="checkbox"/>	Curb-cuts, driving lanes, parking and loading areas, including the number of parking spaces and parking calculations; vehicular circulation patterns and features, location and size of all parking spaces and the identification of service lanes and parking.
	<input checked="" type="checkbox"/>	Curb-cuts and driveways on adjacent properties.
	<input checked="" type="checkbox"/>	Location and type of drainage, sanitary sewers, storm sewers and other facilities, including surface and subsurface drainage for all impermeable surfaces on the site and all drainage calculations.
	<input checked="" type="checkbox"/>	Existing and proposed water main, sanitary and storm sewer, natural gas, electric, telephone, cable television and other utilities, the proposed location of connections to existing utilities and any proposed extensions thereof.
	<input checked="" type="checkbox"/>	Proposed changes to the topography of the site illustrated at no greater than two (2) foot contours.
	<input checked="" type="checkbox"/>	Soil erosion and sediment control measures which shall include preventative soil erosion devices or measures, both during and after any site work related to the development. Permit needed.
	<input checked="" type="checkbox"/>	Detail on proposed signage including an illustration of all proposed signs, their surface area, height and nature of illumination, in accordance with Article 21. Applicable in prior Phase 1 and 2.
	<input type="checkbox"/>	A lighting plan in conformance with Section 525. No site lighting proposed.
	<input checked="" type="checkbox"/>	A written and illustrated landscape plan prepared in accord with Section 531 of this Zoning Ordinance.
	<input type="checkbox"/>	If the parcel is a result of a parcel division undertaken after the adoption of this Ordinance, the site plan shall illustrate all structures and buildings, drawn to scale located on the previously undivided property. N/A
	<input type="checkbox"/>	Any additional material information necessary to consider the impact of the project upon adjacent properties and the general public as may be requested by the Zoning Administrator or the Planning Commission.
	<input type="checkbox"/>	Any required approvals, permits, changes or modifications required by any applicable regulatory agency.
	<input type="checkbox"/>	Special Groundwater Protection. [If applicable – requirements will be provided] N/A



NARRATIVE

A Special Use Permit Application for A Detailed Site Plan is being requested for the property located at 294 12th Street (Parcel I.D. #51-673-001-00), City of Manistee, Manistee County, Michigan, owned by Ludington Storage, LLC. The subject site is 5.76 acres located at the Northeast quadrant of the intersection of Cypress and 12th Street. The property is currently zoned C-1, Regional Commercial District.

In April of 2017 the site was approved as a mini-storage building involving two phases. The plan was initially designed by Nordlund & Associates for improvements and storm water design, shown on their plan #1319-3. The four buildings shown on that plan have been constructed. The easterly portion is being mined for sand fill by the owner.

The owner would like to submit a comprehensive site plan for the remaining five phases. The additional five buildings will be constructed with the same characteristic as the existing phases.

The storm water system has been modified to accommodate the entire improved site. It has been integrated to accommodate a regulated release as originally designed. Soil erosion measures will be implemented for soil stabilization by permit for successive phases.

The impact to adjacent properties is expected to be minimal.

- Adjacent properties to the north and east are existing commercial use sites. The property to the south is vacant. The residential site to the west of Cypress Street is adjacent to the original phase approved in 2017.
- Traffic - low volume is anticipated.
- Municipal infrastructure improvement – not needed or required for site usage.
- Noise - Minimal impact.

It should be noted that 12th Street will be reconstructed to include a 5-foot concrete sidewalk along the north right-of-way of 12th Street upon project completion.

August 12, 2019

Kyle Storey, Planner and Zoning Administrator
Manistee County
395 Third St.
Manistee, MI 49660

RE: Site Plan Review
294 12th Street, Mini Storage Warehouse
City of Manistee

Dear Kyle:

We have had an opportunity to review the revised project site plan for the Fifth Building at Manistee Store N Lock at 294 12th Street prepared by Westshore Engineering and Surveying dated 7/3/2019.

Our comments are provided below specific to stormwater management on the site:

1. Stormwater Calculations have been provided on the 2nd sheet of the drawings. Overflow and volume calculations reference a local datum of 89.0 to 95.5 feet. The Site Plan uses a different datum 644 to 650.5 feet. We have made the assumption that the elevation of 89.0 feet is equal to 644.0 Feet for this review. This datum conflict should be corrected on subsequent drawings.
2. Required stormwater Volume Calculations: The contributing area, impervious area, pervious area, and runoff calculations seem appropriate for the site. A 100-year 24 Hour Rainfall of 4.75 Inches was used. The current rainfall standard from the NOAA Atlas 14 Precipitation Data Server is 6.3 Inches for the 100-year 24 Hour event in the Manistee area. Using this rainfall amount a volume of approximately **58,800** cubic feet would be required to store this event, greater than the 44,350 cubic feet submitted.
3. Provided Stormwater Volume Calculations: A rating table showing the relationship of elevation to storage has been provided. Assuming the elevation of 89.0 feet in the table is equal to 644.0 feet on the site plan. The basin as drawn on the submitted plans dated 7/3/2019 should provide **59,300 Cubic Feet of Storage at elevation 649.0 Feet**. This volume is adequate to contain a single 100-24 Hour event without infiltration. Since an overflow elevation is being provided additional volume is not required within the basin. An infiltration basin with no outlet would need to be designed to contain two back to back 100 year events or 117,600 CFT.
4. Overflow Elevation: An overflow structure is shown on the west end of the site. This outlet is connected to a catch basin located on Cypress Street. The plans indicate an overflow elevation of 650.5 Feet. This elevation would only provide 0.5 feet of freeboard within the pond. We recommend this overflow elevation be lowered to the required 100-year storage elevation of **649.0 Feet**. This elevation would provide a 1.5' feet of freeboard below top of the pond and two feet of freeboard from the proposed mini storage facilities lowest finish floor. Some minor modifications to grading and the outlet control structure may be needed to set the overflow at this elevation.

5. Overflow Structure Detail: a detail of the outlet overflow structure should be provided for review.
6. Berm/bank construction: This design requires some berm fill be placed to contain the stormwater on site. This berm should have adequate width and height to ensure stormwater does not leave the pond and erode the bank and discharge to the north down the existing slope. There is evidence of some erosion along the north side of the site.
7. Proposed mini storage building No. 9 should, at a minimum, have eavestroughs and downspouts to direct roof water from this building back into the proposed retention areas. A small swale is shown on the plans, but it is not shown on the site/ grading plan. There is very limited room to install a swale for directing the roof runoff.

Additionally, a drive entrance has been provided for sand mining operations. This drive opening is located at the very easterly end of the property within the limits of the proposed detention basin. This driveway will not be available to the proposed site once the site mining operation is completed within significant revisions to the site plan and supporting calculations.

If you have any questions or require further information, please call or email.

Sincerely,



Shawn P. Middleton, P.E.
Project Manager

SPICER GROUP, INC
302 River Street
Manistee, MI 49660
Phone: (231) 794-5620
mail to: shawnm@spicergroup.com

Cc: SGI File 126455SG2018

August 19, 2019

Kyle Storey, Planner and Zoning Administrator
Manistee County
395 Third St.
Manistee, MI 49660

RE: Site Plan Review
294 12th Street, Mini Storage Warehouse
City of Manistee

Dear Kyle:

We have had an opportunity to review the revised project site plans submitted for the Fifth Building at Manistee Store N Lock (Phase II – VII) at 294 12th Street prepared by Westshore Engineering and Surveying dated 6/12/2019 with a last revision date of 8/14/2019.

The items identified in our August 12th, 2019 review letter have been addressed and we have no further comments or questions related to the resubmitted plans.

If you have any questions or require further information, please call or email.

Sincerely,



Shawn P. Middleton, P.E.
Project Manager

SPICER GROUP, INC
302 River Street
Manistee, MI 49660
Phone: (231) 794-5620
mail to: shawnm@spicergroup.com

Cc: SGI File 126455SG2018

